

KANCHRAPARA COLLEGE

Kanchrapara, 24 PGS(N)

ACTION TAKEN REPORT

(2022 – 2023)

• TEACHERS FEEDBACK AND ACTION TAKEN REPORT

The teachers response to various aspects with regard to relevance, content of the curriculum student placement and employability were analyzed and based on their feedback, action were carried out which in presented in the following table.

Sl. No	FEEDBACK	ACTION TAKEN
1.	Inputs on updating and revision of syllabus were given by the teachers by keeping the industry trends as their nodal point.	The Board of Studies for each department conducted meeting annually wherein the feedback given by the subject teachers were put forward to the committee for consideration. Based on the expert comments of the BOS members, the committee took a final decision for the required revision of syllabus.
2.	The need for more practical sessions was stressed by the teachers to enhance the employability of students. Students can be industry ready only if they are exposed to real life situations in their class rooms and laboratories	More practical courses were included in the curriculum based on the feedback of the teachers. The quality of the existing practical courses were updated by introducing latest versions in the syllabi
3.	Teachers emphasised the need for more hands on experience in industries during summer vacations so that students get a firsthand experience of the needs of the industry during their course period and get themselves ready in their fields of interest	Internships were made compulsory for all students during summer vacations to give them a taste of industry requirements during their course period. This also enabled them to assess their standing in the industry and improve their potential with respect to their field of interest
4.	More assignments and presentations to be encouraged to improve the cognitive and communication skills of the students.	Students were motivated to do more assignments and presentations, as part of their curriculum. Greater component of continuous assessment marks were allotted for assignments and presentations
5.	Teachers felt they needed exposure to broaden their research perspectives in newer and industrially vital focus areas by acquiring knowledge on new techniques and concepts. They suggested the management to provide hands on training to	Hands on training sessions and workshops were organised to train the staff and research scholars to handle and operate high end sophisticated equipments. Signed new Memorandum of Understanding with industries and foreign institutions, to improve contributions to cutting edge

	familiarize themselves with new instruments and concepts.	research. Organised refresher courses, orientation courses, faculty improvement programmes, workshops, etc to enable the faculty to update their knowledge. Staff members were also encouraged to participate in training sessions conducted by other universities, institutions
6.	Organise training sessions on new teaching methods and upcoming subject areas	Organised faculty development programmes and national workshop on IPR. The need for patenting was stressed
7.	To improve skill set of staff to optimise ICT enabled teaching	Effective use of ICT (video conferencing, smart class rooms etc) were enhanced through in-house training sessions
8.	To provide opportunity to update knowledge in publication ethics, preparation and uploading of manuscripts for publication in peer reviewed journals	Organized two days Workshops on Scopus & Web of Science for research scholars and faculty members to enhance quality of publications
9.	Felt the need to have industrial experts to handle special sessions on industry oriented subjects for value addition	Special address by industrial experts were organized.

Conclusion

Thus the feedback given by the stakeholders were analysed and suitable action was taken so as to satisfy the expectations of students, parents and employers. This further helped us to improvise our curriculum as per the expectations of the stakeholders.

STUDENTS' FEEDBACK AND ACTION TAKEN REPORT

The following gives a detailed report of the issues raised by the students and the subsequent action taken by the institution during 2022 – 2023:

Sl. No	FEEDBACK	ACTION TAKEN
1.	In the mid semester feedback apprehensions in the teaching learning process during the academic year 2020-21 was expressed as online teaching mode continued due to pandemic.	<ul style="list-style-type: none"> Virtual learning environment became more stable and primarily Google Meet was used to conduct online classes as per the timetable. It was complemented with communication via Whatsapp, Email, Google Classroom to resolve any doubts and enhance the degree of conceptual clarity. The feedback at the semester showed a high level of satisfaction with the entire process.

2.	The online study material available with students was limited.	<ul style="list-style-type: none"> • Web based OPAC (Online Public Access Catalogue), e-books, syllabus, questions papers, open access resources as well as N-LIST/ DELNET/ DULS/ NDL databases were made available to students. • A vast amount of e-resources were created by teachers. These were made available on Google Drive/Classroom, and through online library facility. • Faculty recorded and shared lectures.
3.	Difficulty in internal assessments was faced by students during pandemic time.	<ul style="list-style-type: none"> • A judicious mix of online quizzes, handwritten and online assignments, viva-voce and project work was used to assess the level of understanding of students. • Timely dissemination of information regarding internal assessment and evaluation was ensured. • Faculty repeatedly reached out to the students who were falling behind.
4.	Mental agony was faced during Covid-19	<ul style="list-style-type: none"> • Teachers also ensured to reach out to the students and helped them to deal with the stress. • Mentor-mentee platform was strengthened. • Online meetings with CRs and student council provided the platform for addressing student concerns. • Point of contact document was created. • Students were encouraged to make use of the financial assistance schemes (notified by University of Delhi). • Active monitoring of student attendance by faculty for timely identification and support
5.	Interruption in placement process and summer internship opportunities was reported due to pandemic.	<ul style="list-style-type: none"> • Companies were brought on-board to conduct online recruitment processes and provide work from home internship or job offers to students